



# AGENDA

## DESIGN REVIEW BOARD

**Friday, August 28, 2009, 11:00 AM**  
**Administrative Conference Room**  
**College Station City Hall**  
**1101 Texas Avenue**  
**College Station, Texas, 77840**

- 
1. Call to Order
  2. Presentation, possible action, and discussion regarding a Gateway Grant proposal for the University Preserve Subdivision located at the intersection of Lyceum Court and Munson Avenue. Case #09-00500162 (JP)
  3. Possible action and discussion on future agenda items – A Design Review Board Member may inquire about a subject for which notice has not been given. A statement of specific factual information or the recitation of existing policy may be given. Any deliberation shall be limited to a proposal to place the subject on an agenda for a subsequent meeting.
  4. Adjourn.

Consultation with Attorney {Gov't Code Section 551.071; possible action.

The Design Review Board may seek advice from its attorney regarding a pending and contemplated litigation subject or attorney-client privileged information. After executive session discussion, any final action or vote taken will be in public. If litigation or attorney-client privileged information issues arise as to the posted subject matter of this Design Review Board meeting, an executive session will be held.

Notice is hereby given that a Regular Meeting of the Design Review Board of the City of College Station, Texas will be held on the Friday, August 28, 2009 at 11:00 a.m. at the City Hall Administrative Conference Room, 1101 Texas Avenue, College Station, Texas. The following subjects will be discussed, to wit: See Agenda

Posted this the \_\_\_\_ day of \_\_\_\_\_, 2009 at \_\_\_\_ p.m.

CITY OF COLLEGE STATION, TEXAS

By \_\_\_\_\_  
Connie Hooks, City Secretary

I, the undersigned, do hereby certify that the above Notice of Meeting of the Design Review Board of the City of College Station, Texas, is a true and correct copy of said Notice and that I posted a true and correct copy of said notice on the bulletin board at City Hall, 1101 Texas Avenue, in College Station, Texas, and the City's website, [www.cstx.gov](http://www.cstx.gov). The Agenda and Notice are readily accessible to the general public at all times. Said Notice and Agenda were posted on \_\_\_\_\_, 2009 and remained so posted continuously for at least 72 hours preceding the scheduled time of said meeting.

This public notice was removed from the official posting board at the College Station City Hall on the following date and time: \_\_\_\_\_ by \_\_\_\_\_.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2009.

CITY OF COLLEGE STATION, TEXAS

By \_\_\_\_\_

Subscribed and sworn to before me on this the \_\_\_\_ day of \_\_\_\_\_, 2009.

\_\_\_\_\_  
Notary Public- Brazos County, Texas

My commission expires: \_\_\_\_\_

This building is wheelchair accessible. Handicap parking spaces are available. Any request for sign interpretive service must be made 48 hours before the meeting. To make arrangements call (979) 764-3517 or (TDD) 1-800-735-2989. Agendas may be viewed on [www.cstx.gov](http://www.cstx.gov).

## DESIGN REVIEW BOARD STAFF REPORT

Project Manager: Jennifer Prochazka, Sr. Planner  
Email: [jprochazka@cstx.gov](mailto:jprochazka@cstx.gov)

Report Date: August 19, 2009  
Meeting Date: August 28, 2009

### For University Preserve Gateway Grant (09-00500162)

**Item:** Presentation, possible action, and discussion regarding a Gateway Grant proposal for the University Preserve Subdivision located at the intersection of Lyceum Court and Munson Avenue.

**Zoning District:** R-1 Single-Family Residential

**Location:** 1017 Lyceum Court

**Applicant:** Switzer Deason, President of the University Preserve Owners Association, Inc. (UPOA)

**Item Summary:** The applicant has proposed to replace the landscaping and irrigation system at the entrance to the University Preserve subdivision and re-stain approximately 100 feet of wooden fencing along both sides of the entryway. The improvements will begin at the Munson Avenue right-of-way and will extend along the private right-of-way, Lyceum Court.

The proposed landscape material includes Ligustrum Waxleaf "Pyramid," Iris Bicolor (perennial), Knock Out Rose, Hawthorn Clara, and mixed perennials. All are acceptable plants for USDA Hardiness Zone 8. The Ligustrum and Hawthorn are included in the City's approved list for screening and buffer shrubs, while the Rose is considered more decorative.

Generally, a minimum of 250 landscape points are required to be installed for each Area Identification or Subdivision sign. The proposed plantings provide 240 points (19 Hawthorns at 10 points each and 5 Ligustrums at 10 points each). The subdivision currently has one Area Identification sign.

**Issues/Items for Review:** The Design Review Board will determine each proposed gateway projects' compliance with the City of College Station's landscape, streetscape, signage, and private improvement in the public right-of-way regulations as set forth by the Unified Development Ordinance, and evaluate proposals based on the following criteria:

1. Gateway developments shall have good scale and be in harmonious conformance with the neighborhood.

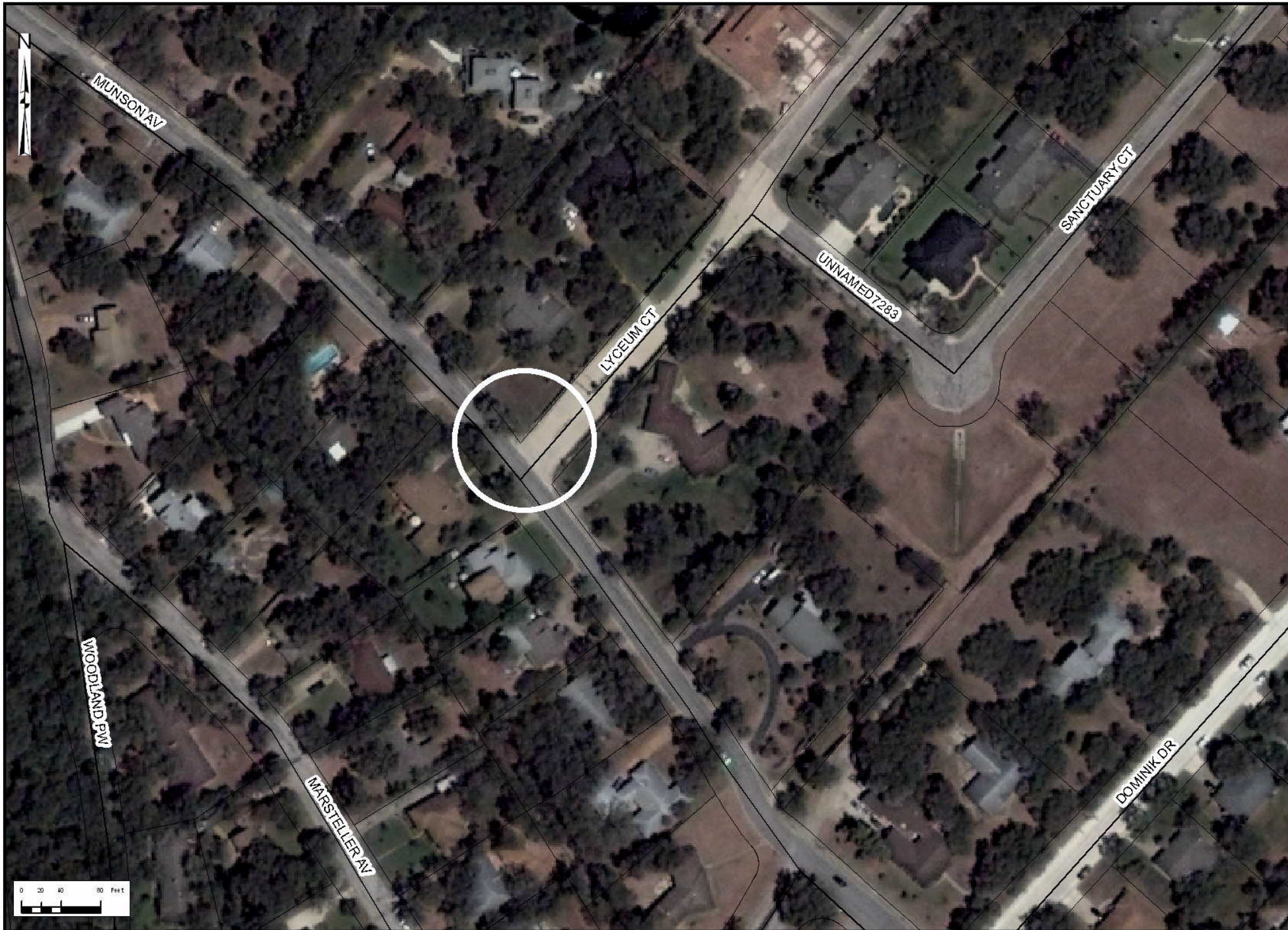
2. Materials shall be selected for harmony of the neighborhood.
3. Materials shall be selected for suitability to the gateway developments and the design in which they are used and shall be architecturally harmonious with the neighborhood.
4. Materials shall be of durable quality.
5. Gateway developments shall have good proportions and relationships to their surroundings.
6. Colors shall be harmonious with the neighborhood and shall use only compatible accents.
7. Plant material shall be selected for interest in its structure, texture, and color, and for its ultimate growth. Plants that are indigenous to the area and others that will be hardy, harmonious to the design, and of good appearance shall be used.
8. Gateway developments shall not impede traffic, including pedestrian and bicycle traffic.

The Design Review Board will be responsible for evaluating proposals based upon stated criteria and will forward their decision for funding to the Neighborhood and Community Relations Coordinator. After City staff and Design Review Board reviews have been completed and any necessary changes to the proposal approved, contractors may apply for necessary permits for construction.

**Supporting Materials:**

1. Aerial
2. Application
3. Landscape Plan
4. Photos (available at the meeting)





DEVELOPMENT REVIEW

GATEWAY GRANT  
5

Case:  
09-162

DRB



09-162  
9:00  
7-29-09  
K6

## **Application for Gateway Grant Funding**

**Applicant:** Switzer Deason – President – University Preserve Owners Association, Inc. (UPOA)  
(The applicant is defined as the party responsible for completion and maintenance of all work associated with the project.)  
The two other Board Members of the Association are Hunter Goodwin and Brian Owens. If there are questions and Switzer Deason is out of town, please feel free to contact Messrs. Goodwin or Owens.

**Applicant's Address:** 1017 Lyceum Court; College Station, TX 77840

**Applicant's Phone:** 979.764.7640

### **Description/definition of neighborhood and/or Home Owner's Association:**

UPOA is a nonprofit corporation, registered with the IRS (Taxpayer ID 68-0583968) and with the Texas Secretary of State (Taxpayer ID 32007203972). UPOA is owned and controlled by the 25 lot owners in University Preserve Subdivision. UPOA is responsible for landscaping and maintaining the entry way, interior streets, right of way (ROW), street lighting, storm sewer system, and approximately three acres of common area (including ROW, streets and a one acre recreational area) in University Preserve Subdivision. UPOA's by laws and deed restrictions are filed with Brazos County and the State of Texas. (Current State of Texas filing correspondence prepared by the Association's CPA is enclosed.)

### **Description of Gateway concept (is ROW involved?):**

The entryway for University Preserve (from Munson Avenue on to Lyceum Court) is a 50 ft wide 500 ft long roadway boundaried on each side by 5 ft high brick walls for the first 60 ft and by 6 ft high wooden fences on the remaining 440 ft. of entryway. The first 25 ft of the entryway is Munson ROW, and on the entire 500 ft entryway there is ROW for water and sewer provided by the City of College Station.

The entryway and entire University Preserve Subdivision is a major beautification and revitalization of the surrounding older residential area deemed a "Moratorium Area" by the City of College Station. The residential area surrounding University Preserve is comprised mainly of older homes built in the 1940's and 1950's; and a large number of these homes are owned and occupied by senior citizens. However, a significant portion of the surrounding residential areas that extend east and west of Munson Avenue is experiencing increased acquisition by "landlords", who perform minimal home and yard maintenance for rental to low-income tenants.

The single-family homeowners in University Preserve believe the subject grant application helps implement programs needed to make an area the "strong and sustainable neighborhood" that is critical for the neighborhood to remain a desirable building block for our city.

The following is a quotation from Bob Cowell, Director the City's Planning and Development Services.

*"Neighborhoods are where we live, raise our families, and socialize with our friends and neighbors. In many ways, our city is only as strong and sustainable as our neighborhoods. Our neighborhoods are a collection of varying housing types with an increasingly diverse occupancy composition. Strong and sustainable neighborhoods are too important to leave to piece-meal solutions implemented to address what is portrayed as the current crisis. Strong and sustainable neighborhoods demand the best we have to offer . . ."*

**Does the applicant desire participation by the City in funding the improvement described?**

Yes: XXX No \_\_\_\_

**Along with completing this application, the applicant is required under the Council approved policy to provide the signatures of at least 60% of the members of defined neighborhood and/or Home Owner's Association supporting this development.**

Signatures of more than 60% of the homeowners in University Preserve are attached.

### **Application for Public Improvement Permit (PIP)**

**Applicant:** Switzer Deason – President – University Preserve Owners Association, Inc. (UPOA)  
(The applicant is defined as the party responsible for completion and maintenance of all work associated with the project.)  
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**Applicant's Phone #:** 979.764.7640

**Identify the type of work to be performed:**

____ Electrical	Master Electrician _____
____ Irrigation system	Master Irrigator _____
____ Demolition	Structural Contractor _____
XX Wood fence	*Structural Contractor: Aggieland Fence Staining -- to re-stain 100 ft. of wooden fencing on both sides of entryway – cost estimated at \$3 per linear foot -- \$600





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**Does the applicant desire participation by the City in funding the improvement described?**

Yes: XXX No \_\_\_\_

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**Applicant's Address:** 1017 Lyceum Court; College Station, TX 77840

**Applicant's Phone #:** 979.764.7640

**Identify the type of work to be performed:**

____ Electrical	Master Electrician _____
____ Irrigation system	Master Irrigator _____
____ Demolition	Structural Contractor _____

XX Wood fence

\*Structural Contractor: Aggieland Fence Staining -- to re-stain  
100 ft. of wooden fencing on both sides of entryway -- cost  
estimated at \$3 per linear foot -- \$600

**State whether applicant intends to pursue City participation in the funding of these improvements and describe:**

**Yes**, the application seeks City participation in funding the above entry improvements.

**Identify the following:**

**The total valuation of the work:** current estimate is \$6,067.10

**The total square footage of the site:** 3,000 sq. ft. (60 linear ft.) at the front of the 250,000 sq. ft. that comprises the entire 500 ft of roadway entry

**The total linear feet of water lines crossing under paved road:** these cross under the entire 500 ft of entryway

**The party responsible for maintenance:**

University Preserve Owners Association, Inc.

Switzer Deason, President

Address: 1017 Lyceum court; College Station, TX 77840

Phone #: 979.764.7640

(if party is a group, please provide information for contact person)

**Estimated cost of future relocation of improvements:** approximately \$5,000 every four years

**Attach 4 copies of a facility layout plan, which may include the following:**

Location, identification, and dimensions or ROW and pavement edge/curb --

Location of all proposed improvements

Location of all public utilities (existing) -- dimensioned from right-of-way or back of curb, material, size

Four copies of each of the following plats are enclosed:

- (1) Complete plat of University Preserve Subdivision approved by the City of College Station May 7, 2004; and
- (2) Plat of the entryway that is to be re-landscaped by "Landscape Expressions"

1017, 1022 Sanctuary

## Signatures

### **Address**

**Phone**

Erin Spencer Cathy Gleason

1017, 1018, 1019, 1020  
Lyman Court,

764. 7640

Amber Lockman  
Charles Lockman

1011 Lyceum Ct.

695.8383

Charles P. Smith

1013 Zuccini St

693-2895

Answer ✓

1011 Savannah Ct

693-2914

Joy Bush

10/1 Saturday 45

693-2914

Kristen Owens

1010 Lycium Ct

696-9740

Катрин Корбансен

1020 Sanctuary Ct.

694-7270

Mitchell C. Cole

1015 SANCTUARY CT

693-6959

*[Signature]*

1016 Lyceum

575-2524

Stef Helpe

1009 SANCTUARY

-693-6823

Suepe

1009 Sanctuary

693-6823

Sup Financial Services

~~1899-1900~~ Sandary Creek  
1910 1913 1914 1918 1919

764-7640

1009 Lycium



## Neighborhood Partnership Program Registration

*Please return this registration form, a copy of the association's bylaws, and a roster of associations officers to the City of College Station, Neighborhood Services, P.O. Box 9960, College Station, TX 77842, Fax: 979-764-3496, Phone: 979-764-6262.*

Date: August 14, 2008

Association/Club Name: University Preserve Owners Association, Inc. (UPOA)

- ☐ Neighborhood Association – A voluntary organization of residents.
- XX Home Owners' Association – Legal entity operating under State regulation.
- ☐ Block Club
- ☐ Other: \_\_\_\_\_

Describe the geographic boundaries of your association? (North, South, East, West)

UPOA/University Preserve Subdivision is comprised of approximately 12 acres and enclosed interiorly located within the following streets: Munson (on the West), Dominik (on the South), Westover (on the East) and Holt (on the North). Access to the subdivision is from the East on Munson.

How many households are served by this association: 25

When and how often will neighborhood meetings be held? . . . Annually, plus special call meetings

In what month will new officers be elected? . . . January

Association's Internet web site: (no website)

The Neighborhood Services Office requests each association to identify a primary who will serve as staff's first point of contact concerning neighborhood issues. This contact may be changed at any time. Establishing a first point of contact is strictly for efficiency in disseminating information. Neighborhood Services welcomes any association member or College Station resident to contact our staff at any time.

**Primary Contact: whose contact information for first point of contact:**

Name Switzer Deason Title: President

Address: 1017 Lyceum Court, College Station, TX 77840

E-mail: switzerdeason@msn.com

Phone number where you may be reached during business hours: 979.575.6248

Home Phone: 979.764.7640

**Please attach the following:**

- **Roster of all association/club board members who are willing to have their contact information made public. Listing committee chairs is optional. Individuals are invited to list phone, email, and physical mailing address.  
(BOARD MEMBERS DO NOT WISH THEIR NAMES TO BE MADE PUBLIC)**
- **Copy of current association bylaws. (ENCLOSED)**

**If applicable, identify person in charge of the Newsletter and/or web site:**

**(A NEWSLETTER IS NOT PREPARED CURRENTLY)**

Name \_\_\_\_\_ Title: \_\_\_\_\_

Address \_\_\_\_\_ Zip \_\_\_\_\_

E-mail: \_\_\_\_\_

Phone number where you may be reached during business hours: \_\_\_\_\_

Home Phone: \_\_\_\_\_

Association website address: \_\_\_\_\_

**Association and clubs are encouraged to send their newsletters to Neighborhood Services.**

# Landscape Expressions

P.O. Box 4274  
Bryan, TX 77805-4274

# ESTIMATE

979-229-4637

DATE	ESTIMATE #
12/20/2007	395

**BILL TO:**

University Preserve Owners Assn. Inc.  
1017 Lyceum  
C.S., TX 77840

**SHIP TO:**

University Preserve Owners Assn. Inc.  
1017 Lyceum  
C.S., TX 77840

General		P.O. NUMBER	TERMS	PROJECT	
		Entryway	On Receipt		
QUANTITY	ITEM CODE	DESCRIPTION		UNIT PRICE	AMOUNT
5.00	plt	Ligustrum Waxleaf 'Pyramid' - 15 gal		\$125.00	\$625.00
15.00	plt	Iris Bicolor - 3 gal		\$12.50	\$187.50
22.00	plt	Roses Knock Out - 3 gal		\$17.50	\$385.00
19.00	plt	Hawthorn Clara - 5 gal		\$13.25	\$251.75
45.00	plt	Mixed Perennial - 1 gal		\$3.75	\$168.75
6.00	mat	Organic Bedmix - cubic yard		\$26.00	\$156.00
80.00	mat	Shredded Hardwood Mulch - bag		\$1.95	\$156.00
3.50	mat	St. Augustine Sod Installed/ per pallet		\$100.00	\$350.00
1.00	serv	Irrigation System		\$1,200.00	\$1,200.00
1.00	misc	Labor		\$1,700.00	\$1,700.00
		Sales tax at 8.25%			\$287.10
				</	



\_\_\_\_ Masonry fence                      \*Structural Contractor \_\_\_\_\_

XX Sign(s)                      \*Sign Contractor: Steephollow Forge Works – to fabricate “*UP*”  
initials to be mounted on entry gates to enhance entry appearance  
**THIS WORK WAS COMPLETED AND PAID BY THE  
SUBDIVISION IN JANUARY 2008 AND EXCLUDED FROM  
THIS GRANT REQUEST**

\_\_\_\_ Façade                      Structural Contractor \_\_\_\_\_

\_\_\_\_ Awning                      Structural Contractor \_\_\_\_\_

\_\_\_\_ Café                      \*Structural Contractor \_\_\_\_\_

\_\_\_\_ Canopy                      \*Structural Contractor \_\_\_\_\_

\_\_\_\_ Benches

\_\_\_\_ Bike racks

XX Landscaping                      \*Landscape Architect/Company: Landscape Expressions – to  
restore dead and/or unattractive entry landscaping – cost quote of  
\$5,467.10 enclosed

XX Entry Gates                      Structural Contractor: Texas Truck Riggins – to sandblast and  
repaint entry gates using baked on “powder coat” process  
**THIS WORK WAS COMPLETED AND PAID BY THE  
SUBDIVISION IN MARCH 2008 AND IS EXCLUDED  
FROM THIS GRANT REQUEST.**

\_\_\_\_ Waterway Alterations    Design Engineer \_\_\_\_\_

\_\_\_\_ Other (please describe): \_\_\_\_\_

**Identify party to perform this work:** person acting as general contractor for above work is the  
President of UPOA, Switzer Deason

*\* starred items may not require that structural contractors, sign contractors, or landscapers  
perform the work – contact applicable City Departments for determination*